NC DHHS DMH/DD/SAS

Reviewer:

		Conditional					Full				
	Description	Endorsement					Endorsement				
	Respite Care Non-Institutional	Evidence of		NOT			Evidence of		NOT		
	Nursing Base	Compliance	MET	MET	N/A		Compliance	MET	MET	N/A	Comments
1	Provider Requirements:										
а	**1) Must be delivered by practitioners employed by an organization that meets the standards established by the Division of MHDDSAS or LME approved/endorsed. These standards set for the administrative, financial, clinical, quality improvement, and information services infrastructure	Provider application with all required supporting documentation				_	Provider application with all required supporting documentation as required in;				
b	necessary to provider services. 2) Provider organization must demonstrate they meet these standards by being endorsed by the LME.	as required in; provider application; program description Policy and					provider application; program description Policy and				
С	The Organization must be established as a legally recognized entity in NC.	Procedure Manual				_	Procedure Manual				
d	a respite care facility in accordance with GS 122C	Copy of license					Copy of license				
2	Staffing Requirements										
	Worker must meet the following requirements:										
а	RN or LPN	Program description; Personnel Manual; job descriptions					Personnel files; copy of licensure; supervision plans or other documentation that staff minimum requirements and				

		, , , , , , , , , , , , , , , , , , , ,	,		
			supervision		
			requirements are		
			met		
k	A criminal record check.	Program	Personnel files;		
		description;	supervision plans		
		Personnel	or other		
		Manual; job	documentation that		
		descriptions	staff minimum		
		accompliance	requirements and		
			supervision		
			requirements are		
			met; copy of		
			criminal record		
			check.		
			CHECK.		
(A healthcare registry check in	Program	Personnel files;		
	accordance with 10A NCAC	description;	supervision plans		
	27G.0200.	Personnel	or other		
		Manual; job	documentation that		
		descriptions	staff minimum		
			requirements and		
			supervision		
			requirements are		
			met; copy of		
			healthcare registry		
			check.		
(Driving record must be checked if	Program	Personnel files;		
	providing transportation.	description;	supervision plans		
	1 3	Personnel	or other		
		Manual; job	documentation that		
		descriptions	staff minimum		
		accompliance	requirements and		
			supervision		
			requirements are		
			met; copy of driving		

1				record check.			
3	Service Type/Setting			TCCOTG CITCOR.			
	Respite care is a service that	Program		Program			
a	provides periodic relief for the	description;		description, policies			
	family or primary caregiver.	policies and		and procedures;			
		procedures.		Plan of Care,			
				service notes			
				documenting			
				implementation of			
				appropriate			
				programming.			
	Respite will be provided in the	Program		Program			
	following locations:	description;		description, policies			
	Individual's home or place of	policies and		and procedures;			
	residence.	procedures.		copy of approved			
				Plan of Care,			
				service notes			
				documenting			
				implementation of			
				appropriate			
				programming.			
	Program Clinical/Requirements						
а	In order to be considered the	Program		Program			
	primary care giver, a person must	description;		description, policies			
	be principally responsible for the	policies and		and procedures;			
	care and supervision of the	procedures.		copy of approved			
	individual, and must maintain their			Plan of Care,			
	primary residence at the same			service notes			
	address as the covered			documenting			
	individual.			implementation of			
				appropriate			
				programming.			
	Service Limitations:						
	Respite do not include medical	Program		Program			
	transportation and may not be	description;		description, policies			
	provided during medical	policies and		and procedures;			
	transportation and medical	procedures.		copy of approved			
	appointments;			Plan of Care.			
	,			service notes			
				documenting			
				appropriate			
				implementation of			

				programming.			
b	Individuals who live in licensed	Program		Program			
	residential facilities, licensed	description;		description, policies			
	alternative family living (AFL)	policies and		and procedures;			
	homes, licensed foster care	procedures.		copy of approved			
	homes or unlicensed alternative			Plan of Care,			
	family homes serving one adult			service notes			
	may not receive this service.			documenting			
	•			implementation of			
				appropriate			
				programming.			
С	Limitations: Respite should not	Program		Program			
	be provided to an individual when	description;		description, policies			
	the individual is home for the	policies and		and procedures;			
	purpose of a family visit.	procedures.		copy of approved			
				Plan of Care,			
				service notes			
				documenting			
				implementation of			
				appropriate			
<u> </u>		_		programming.			
d	Private home respite services	Program		Program			
	serving individuals outside their	description;		description,			
	private homes are subject to	policies and		Policies and			
	licensure under G.S. 122C Article	procedure;		Procedures; copy			
	2 when more than two individuals	copy of license		of approved Plan of			
	are served concurrently, or	as appropriate.		Care, service notes			
	either one or two children, two adults, or any combination thereof			documenting implementation of			
	are served for a cumulative period			appropriate			
	of time exceeding 240 hours per			programming. Copy			
	calendar month.			of license.			
е	Respite service may not be used	Program		Program	 		
6	as a daily service.	description;		description, policies			
	as a daily service.	Policies and		and procedures;			
		procedure		approved Plan of			
		p.0000010		Care, service notes			
				documenting			
				implementation of			
				appropriate			
				programming.			
f	Respite services may not be	Program		Program			

icensed group homes or adult care homes. Policies and procedure Respite services may not be used for individuals who are living alone or with a roommate. Program description; Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description; Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.			I	T T	I	1	ı	1
care homes. procedure procedure procedure procedure procedure procedure procedure procedure programming. program description; policies and procedure programming. programming. program description; policies and procedure programming. programming. program description; policies and procedure programming. program description; policies and procedure programming. program description; policies and procedure programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service no		provided for individuals living in	description;		description, policies			
Respite services may not be used for individuals who are living alone or with a roommate. Staff sleep time is not reimbursable. Program description; Policies and procedure Program description, Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description; Program description; Program description, policies and procedures; approved Plan of Care, service notes and procedures; approved Plan of Care, service note								
Respite services may not be used for individuals who are living alone or with a roommate. Program description; Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Program description, policies and procedure Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.		care homes.	procedure		approved Plan of			
Respite services may not be used for individuals who are living alone or with a roommate. Program description; Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Program description, policies and procedure Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.					Care, service notes			
Respite services may not be used for individuals who are living alone or with a roommate. Staff sleep time is not reimbursable. Program description; Policies and procedure Program description, policies and procedure Staff sleep time is not reimbursable. Program description; Policies and procedure Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate program description, policies and procedures; approved Plan of Care, service notes								
Respite services may not be used for individuals who are living alone or with a roommate. Staff sleep time is not reimbursable. Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Respite services may not be used for individual program description; Policies and procedure Program description; policies and procedure Program description, policies and procedure Program description; policies and procedure Program description; policies and procedure Program description; policies and procedure Program description, policies and procedure Program description; policies and procedure Program description, policies and procedure Program description, policies and procedure Program description; policies and procedure Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.								
Respite services may not be used for individuals who are living alone or with a roommate. Staff sleep time is not reimbursable. Program description; Policies and procedure Program description; Policies and procedure Staff sleep time is not reimbursable. Program description; Policies and programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, Policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, Policies and procedure programming. Program description, Policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedures; and procedures; and procedures; and procedures; and procedures; and procedures; approved Plan of Care, service notes and procedures; and procedures; approved Plan of Care, service notes and procedures; approved P					•			
Respite services may not be used for individuals who are living alone or with a roommate. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Program description; Policies and procedure value and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; and procedures; approved Plan of Care, service notes and procedures; approved Plan of Care, service notes and procedures; approved Plan of Care, service notes								
for individuals who are living alone or with a roommate. Policies and procedure Policies and procedure Policies and procedure Policies and procedure Program description; Policies and procedure Program description of Care, service notes documenting implementation of appropriate programming. Program description of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes	-	Despite complete may not be used	Drogram					
alone or with a roommate. Policies and procedure Policies and procedure Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Procedure Program description; Program description, policies and procedure programming. Program description; Program	g							
Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence.								
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual, other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Residence. Program description; Policies and procedure Program description, policies and procedure Program description; policies and procedure Program description; policies and procedure Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; policies and procedures; and procedures; and procedures; approved Plan of Care, service notes		alone or with a roommate.			and procedures;			
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Program description, policies and procedures; approved Plan of Care, service notes			procedure					
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description, policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes					Care, service notes			
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description, policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes					documenting			
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Policies and procedures; approved Plan of Care, service notes								
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; policies and programming.								
Staff sleep time is not reimbursable. Program description; Policies and procedure Respite services are only provided for the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Program description; Policies and procedure Program description; Program description; Program description; Program description; Program description; Program description; Policies and procedures; and proced								
reimbursable. description; Policies and procedure description; Policies and procedure Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. description; Policies and program description; Policies and procedure Program description; Policies and procedure and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Program description; Policies and procedures; approved Plan of Care, service notes documenting implementation of approgramming. Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of approgramming.	h	Staff clean time is not	Drogram					
Respite services are only provided for the individual may not receive care or supervision from the provided while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Policies and procedures Program description; Policies and procedure Program description; Policies and procedure Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.	'''							
Respite services are only provided for the individual; other care or supervision from the provided while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Program description, policies and procedure approved Plan of Care, service notes documenting implementation of appropriate programming. Program description, policies and procedure approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; approved Plan of Care, service notes documenting implementation of appropriate programming.		Teimbursable.						
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Program description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; approved Plan of Care, service notes documenting implementation of appropriate programming.								
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Advance of Residence. Program description; Policies and procedure Program description; Program description; Program description; Policies and procedure Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes			procedure					
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure Program description; and procedures; approved Plan of Care, service notes								
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description, policies and procedure Program description, policies and procedure Program description in provided by any person who resides in the individual's primary place of Residence. Program description; Program description; Policies and procedure Program description, policies and procedure and procedures; approved Plan of Care, service notes								
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedures; approved Plan of Care, service notes and procedures; approved Plan of Care, service notes					implementation of			
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure Program description, policies and procedures; approved Plan of Care, service notes					appropriate			
Respite services are only provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure Program description, policies and procedures; approved Plan of Care, service notes					programming.			
provided for the individual; other family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Residence. description; Policies and procedure description; Policies and procedure description; Policies and procedure program description; Program description; Policies and procedure description; Policies and procedure and p	i	Respite services are only	Program					
family members, such as siblings of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Policies and procedure approved Plan of Care, service notes documenting implementation of appropriate programming. Program description; Policies and procedure and procedure approved Plan of Care, service notes								
of the individual may not receive care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure								
care or supervision from the provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; and procedures; approved Plan of Care, service notes								
provider while Respite Care is being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure Program description; approved Plan of Care, service notes			procedure					
being provided/billed for the individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure procedure implementation of appropriate programming. Program description, policies and procedures; approved Plan of Care, service notes								
individual. Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; Policies and procedure procedure approved Plan of Care, service notes								
Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; description; and procedures; approved Plan of Care, service notes								
Respite is not provided by any person who resides in the individual's primary place of Residence. Program description; description, policies and procedure and procedure approved Plan of Care, service notes		individual.						
person who resides in the individual's primary place of Residence. description; Policies and procedures; approved Plan of Care, service notes	<u> </u>							
individual's primary place of Residence. Policies and procedures; approved Plan of Care, service notes	k							
Residence. procedure approved Plan of Care, service notes								
Care, service notes			Policies and					
Care, service notes		Residence.	procedure		approved Plan of			
documenting			•					
					documenting			
implementation of								
					approved Plan of Care, service notes documenting			

							6
				appropriate			
				programming.			
m	The cost of 24 hours of respite care cannot exceed the per diem rate for the average community ICF-MR Facility and Federal Financial Participation. (FFP) will not be claimed for the cost of room and board except when provided, as part of respite care furnished in a facility approved by the State that is not a private residence.	Program description; Policies and procedures.		Program description, Policies and Procedures; service notes documenting implementation of appropriate programming. billing documentation. Program			
	at the same time of day that a person receives: • Adult Day Health • Day Supports • Home and Community Supports • Individual and Caregiver Training • Personal Care • Residential Supports • Supported Employment • Transportation • Or one of the regular Medicaid services that works directly with the person, such as PCS, Home Health Services, MH/DD/SAS Community Services, or individual therapies.	description; Policies and procedure		description, policies and procedures; approved Plan of Care, service notes documenting implementation of appropriate programming.			
	Documentation Requirements						
а	Date of service, duration of service, task performed, signature (initials if full signature included on the page) are required to be documented daily to reflect the respite provided.	Service Record; Policy and Procedure Manual		Evidence of documentation according to Service Records Manual.			

Date Reviewed: